CBM003 ADD/CHANGE FORM

1. Department: GENG  College: BUS
2. Person Submitting Form: Mary Gould  Telephone: 34904
3. Course Information on New/Revised course:
   - Instructional Area / Course Number / Long Course Title: GENG / 5397 / Selected Topics in Business
   - Instructional Area / Course Number / Short Course Title (30 characters max.): GENG / 5397 / SELECTED TOPICS IN BUSINESS
   - SCH: 3.00  Level: SR  CIF Code: 5201010806  Lect Hrs: 3  Lab Hrs: 0
4. Justification for adding/changing course: To meet instructional needs of students
5. Was the proposed/revised course previously offered as a special topic course?  ☐ Yes  ☒ No
   If Yes, please complete:
   - Instructional Area / Course Number / Long Course Title: 
   - Content ID: ______  Start Date (yyyyy): ______
6. Is this course offered for undergraduate credit only?  ☐ Yes  ☒ No
7. Authorized Degree Program(s) post baccalaureate certificate program:
   - Does this course affect major/minor requirements in the College/Department?  ☐ Yes  ☒ No
   - Does this course affect major/minor requirements in other Colleges/Departments?  ☐ Yes  ☒ No
   - Are special fees attached to this course?  ☐ Yes  ☒ No
   - Can the course be repeated for credit?  ☐ Yes  ☒ No
8. Grade Option: Letter (A, B, C, ...)  Instruction Type: lecture
9. If this form involves a change to an existing course, please obtain the following information from the course inventory: Instructional Area / Course Number / Long Course Title: 
    - Start Date (yyyyy): ______  Content ID: 0
10. Proposed Catalog Description:
    (C4-3-0)  Prerequisite: Admission to Certificate in Accounting Program. Description (30 words max.): May be repeated when topics vary.
11. Dean's Signature: ___________________________  Date: 9/14/05
    Print/Type Name: Elizabeth Anderson-Fletcher